JOURNAL OF

Property Management Index

Volume 36

January/February 1971 to November/December 1971

ACCOUNTING
- Computerizing the Management Office. HAHN. N/D 71, p. 292-296.
- The In-House Automated Management System. JOSEPH. J/A 71, p. 180-186.
- Making the Computer Work for You. HUGHES. M/A 71, p. 81-91.

ACCREDITED MANAGEMENT ORGANIZATION
- Professional Management: A Sound Investment. McDONOUGH. N/D 71, p. 258-259.

ADVERTISERS
- Aetna Life & Casualty. S/O 71, p. 248.
- Cataphote Corporation. M/J 71, p. 150. J/A 71, p. 196.
- Dover Corporation—Elevator Division. J/F 71, inside front cover. M/A 71, inside front cover. M/J 71, inside front cover. J/A 71, outside back cover. S/O 71, inside back cover. N/D 71, inside front cover.
- In-Sink-Erator Division—Emerson Electric Co. M/A 71, p. 104. M/J 71, p. 150. J/A 71, p. 196. S/O 71, p. 246.
- R. C. Musson Rubber Company. M/J 71, p. 152. N/D 71, p. 303.
- National Association of Home Builders. M/J 71, inside back cover. J/A 71, p. 200.
- Staff Industries, Inc. M/A 71, p. 104. S/O 71, p. 246.
- Stay New Carpet Systems. M/J 71, outside back cover.
- Tenant Security Service. S/O 71, p. 247.
- Wiley-Interscience. M/A 71, p. 103.

ADVERTISING
- Beating Vacancies to the Draw. METZNER. M/J 71, p. 117-121.
- Planning the Marketing Strategy for a New Apartment Development: Public Relations—A Vital Force in Shaping Your Market, URY. Setting the Graphic Image, ROSENTHAL. Don't Forget the Advertising Specifications, NADER. Winning Prospects with Dramatic Model Interiors, WOZNIAK. J/F 71, p. 4-28.

APARTMENT BUILDINGS—See also *Condominiums* and *Cooperatives*
- Beating Vacancies to the Draw. METZNER. M/J 71, p. 117-121.
- Converting a Small Apartment Buildings to a Condominium: The Legal Steps. MILLER. Value Before and After. BRUCKNER. A Sample Nine-Apartment Changeover. EPSTEIN. Opportunities in Condominium Management. EVERETT. J/F 71, p. 29-44.
- Management Up Front Where the Planning Is. GLASSMAN. N/D 71, p. 261-267.
- The Occupancy Gap. FARRELL. J/A 71, p. 174-175.
- Planning the Marketing Strategy for a New Apartment Building: Public Relations—A Vital Force in Shaping Your Market. URY. Setting the Graphic Image. ROSENTHAL. Don't Forget the Advertising Specifications. NADER. Winning Prospects with Dramatic Model Interiors. WOZNIAK. J/F 71, p. 4-28.
- Stopping the Static in Your Apartments. ROCKWOOD. N/D 71, p. 288-291.
- Student Housing: Yes or No? STOVALL. J/A 71, p. 163-165.

AIR HUMIDIFICATION
Stopping the Static in Your Apartments. ROCKWOOD. N/D 71, p. 288-291.

APPRAISAL
Converting a Small Apartment Building to a Condominium: Value Before and After. BRUCKNER. J/F 71, p. 34-38.
Management Guidelines for Real Estate in Trust. THORNE. Part II, N/D 71, p. 285-286.

AUTHORS
BEAUMONT, HENRY G. Counseling and the Property Manager. M/J 71, p. 127-128.
BRAUER, WILLIAM. New Trends in Medical Facilities. M/A 71, p. 76-80.
BROWN, SHEPARD. Trends in Tenant Movements. J/A 71, p. 169-170.
BRUCKNER, CLARENCE A. Converting a Small Apartment Building to a Condominium: Value Before and After. J/F 71, p. 34-38.
BUDWIG, SAMUEL M., JR. Executive Talent Requisite for Property Management. S/O 71, p. 242-243.
CAMPBELL, WILLIAM B, SR. Condominiums Aren't For Amateurs. N/D 71, p. 297-298.
DIEMER, ARTHUR W. More than Managing the Office Building. S/O 71, p. 214-220.
DOLAN, HARRY L. Snow Removal Tactics for Shopping Centers. S/O 71, p. 232-234.
EICHBERG, JAMES L. Coordinating Leasing and Management. J/A 71, p. 188-189.
EPSTEIN, WILLIAM. Converting a Small Apartment Building to a Condominium: A Sample Nine-Apartment Changeover. J/F 71, p. 38-40.
EVERETT, WILLIAM S. Converting a Small Apartment Building to a Condominium: Opportunities in Condominium Management. J/F 71, p. 41-44.
FARRELL, PAUL J. The Occupancy Gap. J/A 71, p. 174-175.
GLASSMAN, SIDNEY. Understanding the Tenant. J/A 71, p. 171-173
—Management Up Front Where the Planning Is. N/D 71, p. 261-267.
HAAS, WILLIAM C. Management Priorities for Low-Income Housing. S/O 71, p. 206-210.
HAHN, GEORGE M. Computerizing the Management Office. N/D 71, p. 292-296.

AUTHORS (con't.)
HANFORD, LLOYD D., SR. *Editorials:* The Futurama Game. J/F 71, 54-55. Rules of Thumb. M/A 71, p. 100. Cost Accounting the Management Fee. M/J 71, p. 145-146. Profile of a Manager. J/A 71, p. 192-193. Budgets: Test of Management Competence. S/O 71, p. 239-241. The Wage-Price Freeze. N/D 71, p. 287.
HANFORD, LLOYD D., JR. Tenant Movements: Retrospective and Perspective. M/A 71, p. 69-75.
HUGHES, MICHAEL L. Making the Computer Work for You. M/A 71, p. 81-91.
IDLER, HERMAN C. Rating Your Residents. M/J 71, p. 134-137.
JOSEPH, EDWIN A. The In-House Automated Management System. J/A 71, p. 180-187.
KOLTZ, LEO. Making New Approaches Work for Inner City Shopping Center. M/A 71, p. 60-68.
LANNING, J. CLAIR. Management Training Programs for the Hard-Core Unemployed. S/O 71, p. 211-213.
LAWRY, ROBERT P. Two Views of the Federal Wage and Hour Law: Putting the Act into Perspective. M/A 71, p. 97-99.
MARCH, C. W. (BILL). The Shopping Center as Condominium. J/A 71, p. 158-162.
McDONOUGH, DOUGLAS J. Professional Management: A Sound Investment. N/D 71, p. 254-260.
METZNER, EDWARD S. Beating Vacancies to the Draw. M/J 71, p. 117-121.
MILLER, HAROLD L. Converting a Small Apartment Building to a Condominium: The Legal Steps. J/A 71, p. 29-34.
MOORE, ROBERT C. The Meaning of Vacancy. J/A 71, p. 190-191.
MOYER, JACK L. Elements of Management Planning. M/J 71, p. 140-142.
NADER, ALBERT. Don't Forget the Advertising Specifications. J/F 71, p. 20-24.
NIXON, L. RICHARD. Empty-Nester Market Aids Mobile Home Acceptance. N/D 71, p. 268-272.
NYE, PHILLIP M. Modernizing a Neighborhood Shopping Center. M/J 71, p. 122-126.
PATRICK, JAMES E., II. Prospecting for Profitability with Building Remodelling. M/J 71, p. 138-139.
ROBERTSON, BEN P. Two Views of the Federal Wage and Hour Law: How the Government Interprets the Act. M/A 71, p. 92-96. Correction, M/J 71, p. 107.
ROBINSON, C. E. Profits on the Green. J/A 71, p. 176-179.

AUTHORS (con't.)
ROCKWOOD, HARRY L. Stopping the Static in Your Apartments. N/D 71, p. 288-291.
ROSENTHAL, ARNOLD. Setting the Graphic Image. J/F 71, p. 15-19.
SMITH, J. MOLTON, III. Managing for FHA. J/A 71, p. 166-168.
STOVALL, JON CARROL. Students: Yes or No? J/A 71, p. 163-165.
THORNE, ROBERT S. Management Guidelines for Real Estate in Trust. Part I, S/O 71, p. 226-231. Part II, N/D 71, p. 281-286.
TOOKER, LEWIS, JR. Investment Potential in Mobile Homes. M/J 71, p. 108-116.
VAN CLEEF, EUGENE. City Planning: Job for the Realtor. M/J 71, p. 143-144.
URY, BERNARD E. Public Relations. A Vital Force in Shaping Your Market. J/F 71, p. 4-14.
WAGNER, R. ARTHUR. New Trends in Medical Facilities. M/A 71, p. 76-80.
WALTERS, WILLIAM, JR. A Manager's Investment Strategy for the '70s. S/O 71, p. 235-238.
—The President's Letter: IREM/The Voice of Real Estate Management. J/A 71, p. 157. Change Is the Name of the Game. S/O 71, p. 205. The Management Shortage. N/D 71, p. 253.
WOLFF, THOMAS C., JR. Marketing Industrial Parks. M/J 71, p. 129-133.
WOZNIAK, JACK. Winning Prospects with Dramatic Model Interiors. J/F 71, p. 25-28.
YOUNG, ELTON F., JR. The Care and Management of Co-ops. S/O 71, p. 221-225.

BOOKKEEPING—See *Accounting*

BUDGETS
Budgets: Test of Management Competence. HANFORD, SR. S/O 71, p. 239-241.

CERTIFIED PROPERTY MANAGER
Professional Management: A Sound Investment. McDONOUGH. N/D 71, p. 254-260.

CITY PLANNING
City Planning: Job for the Realtor. VAN CLEEF. M/J 71, p. 143-144.

COMMUNITY ORGANIZATIONS
Making New Approaches Work for Inner City Shopping Center. KOLTZ. M/A 71, p. 60-68.

COMPUTERS
Computerizing the Management Office. HAHN. N/D 71, p. 292-296.
The In-House Automated Management System JOSEPH. J/A 71, p. 180-186.
Making the Computer Work for You. HUGHES. M/A 71, p. 81-91.

CONDOMINIUMS
Condominiums Aren't for Amateurs. CAMPBELL. N/D 71, p. 297-298.
Converting a Small Apartment Building to a Condominium: The Legal Steps, MILLER. Value Before and After, BRUCKNER. A Sample Nine-Apartment Changeover, EPSTEIN. Opportunities in Condominium Management, EVERETT. J/F 71, p. 29-44.

CONDOMINIUM SHOPPING CENTERS
The Shopping Center as Condominium. MARCH. J/A 71, p. 158-162.

CONTRACT SERVICES
More than Managing the Office Building. DIEMER. S/O 71, p. 216.

CONVERSION OF USE
Converting a Small Apartment Building to a Condominium: The Legal Steps, MILLER. Value Before and After, BRUCKNER. A Sample Nine-Apartment Changeover, EPSTEIN. J/F 71, p. 29-40.

COOPERATIVES
The Care and Management of Co-ops. YOUNG. S/O 71, p. 221-225.

ECONOMICS
A Manager's Investment Strategy for the '70s. WALTERS. S/O 71, p. 235-238.

ELECTRONIC DATA PROCESSING—See *Computers*

EMPLOYEES—See *Personnel*

FAIR LABOR STANDARDS ACT—See *Wage and Hour Law*

FEES
Cost Accounting the Management Fee. HANFORD SR. M/J 71, p. 145-146.

FHA
Managing for FHA. SMITH. J/A 71, p. 166-168.

FURNISHED APARTMENTS
Student Housing: Yes or No? STOVALL. J/A 71, p. 163-165.

GOLF COURSES
Profits on the Green. ROBINSON. J/A 71, p. 176-179.

GRAPHICS
Management Up Front Where the Planning Is. GLASSMAN. N/D 71, p. 267.
Setting the Graphic Image. ROSENTHAL. J/F 71, p. 15-19.

HOUSING CODES
Trends in Tenant Movements. BROWN. J/A 71, p. 169-170.
Understanding the Tenant. GLASSMAN. J/A 71, p. 171-173.

INDUSTRIAL PARKS
Marketing Industrial Parks. WOLFF. M/J 71, p. 129-133.

INFLATION
A Manager's Investment Strategy for the '70s. WALTERS. S/O 71, p. 235-238.

INSTITUTE OF REAL ESTATE MANAGEMENT
Professional Management: A Sound Investment. McDONOUGH. N/D 71, p. 254-260.

INSURANCE
Management Guidelines for Real Estate in Trust. THORNE. Part I, S/O 71, p. 226-231.

INSURANCE—LEASES
The Shopping Center as Condominium. MARCH. J/A 71, p. 158-162.

INSURANCE—MORTGAGES
The Shopping Center as Condominium. MARCH. J/A 71, p. 158-162.

INVESTMENT PROPERTIES
Investment Potential in Mobile Home Parks. TOOKER. M/J 71, p. 108-116.
Management Priorities for Low-Income Housing. HAAS. S/O 71, p. 206-210.
A Manager's Investment Strategy for the '70s. WALTERS. S/O 71, p. 235-238.
Marketing Industrial Parks. WOLFF. M/J 71, p. 129-133.

JOURNAL OF PROPERTY MANAGEMENT
1970 Journal Award Goes to CPM Edward Kelley. J/A 71, p. 187.

LAND USE
Management Up Front Where the Planning Is. GLASSMAN. N/D 71, p. 261-267.
Profits on the Green. ROBINSON. J/A 71, p. 176-179.

LANDLORD-TENANT RELATIONS
Management Priorities for Low-Income Housing. HAAS. S/O 71, p. 206-210.

LANDLORD-TENANT RELATIONS (con't.)
Tenant Movements: Retrospective and Perspective. HANFORD, JR. M/A 71, p. 69-75.
Trends in Tenant Movements. BROWN. J/A 71, p. 169-170.
Understanding the Tenant. GLASSMAN. J/A 71, p. 171-173.

LEASE INSURANCE—SEE *Insurance—Leases*

LEASES-APARTMENTS
Student Housing: Yes or No? STOVALL. J/A 71, p. 164.

LEASES—SHOPPING CENTERS
The Shopping Center as Condominium. MARCH. J/A 71, p. 158-162.

LEASING
Management Guidelines for Real Estate in Trust. THORNE. Part I, S/O 71, p. 226-231.

LEASING—OFFICE BUILDINGS
Coordinating Leasing and Management. EICHBERG. J/A 71, p. 188-189.

LEASING—RESIDENTIAL
Beating Vacancies to the Draw. METZNER. M/J 71, p. 117-121.
The Occupancy Gap. FARRELL. J/A 71, p. 174-175.

LEASING—SHOPPING CENTERS
Modernizing a Neighborhood Shopping Center. NYE. M/J 71, p. 122-126.

LOW-INCOME HOUSING
Management Priorities for Low-Income Housing. HAAS. S/O 71, p. 206-210.
Elements of Management Planning. MOYER. M/J 71, p. 140-142.

MAINTENANCE
The Care and Management of Co-ops. YOUNG. S/O 71, p. 221-225.
Managing for FHA. SMITH. J/A 71, p. 166-168.
The Occupancy Gap. FARRELL. J/A 71, p. 174-175.
Student Housing: Yes or No? STOVALL. J/A 71, p. 164-165.

MEDICAL BUILDINGS
New Trends in Medical Facilities. BRAUER and WAGNER. M/A 71, p. 76-80.

MERCHANDISING
Management Up Front Where the Planning Is. GLASSMAN. N/D 71, p. 267.

MERCHANDISING (con't.)
Planning the Marketing Strategy for a New Apartment Development: Public Relations—A Vital Force in Shaping Your Market, URY. Setting the Graphic Image, ROSENTHAL. Don't Forget the Advertising Specifications, NADER. Winning Prospects with Dramatic Model Interiors, WOZNIAK. J/F 71, p. 4-28.

MOBILE HOMES
Empty-Nester Market Aids Mobile Home Acceptance. NIXON. N/D 71, p. 268-272.
Investment Potential in Mobile Homes. TOOKER. M/J 71, p. 108-116.

MODEL APARTMENTS
Management Up Front Where the Planning Is. GLASSMAN. N/D 71, p. 267.
Winning Prospects with Dramatic Model Interiors. WOZNIAK. J/F 71, p. 25-28.

MODERNIZATION
Modernizing a Neighborhood Shopping Center. NYE. M/J 71, p. 122-126.
Prospecting for Profitability with Building Remodelling. PATRICK. M/J 71, p. 138-139.

MODULAR HOUSING
Empty-Nester Market Aids Mobile Home Acceptance. NIXON. N/D 71, p. 268-272.
Investment Potential in Mobile Homes. TOOKER. M/J 71, p. 108-116.

MORTGAGE INSURANCE—See *Insurance—Mortgages*

MULTI-USE BUILDINGS
Prospecting for Profitability with Building Remodelling. PATRICK. M/J 71, p. 138-139.

NEW PRODUCTS
Air Purifier. N/D 71, p. 300.
Alarm Control Station. M/A 71, p. 103.
Anti-Slip Floor Covering. S/O 71, p. 246.
Automatic Heat Regulator. S/O 71, p. 245.
Automatic Shower Valve. M/A 71, p. 102.
Billing System. M/A 71, p. 103.
Bird Deterrent. M/J 71, p. 150.
Building Automation. S/O 71, p. 247.
Building Coating. N/D 71, p. 300.
Business Forms Catalog. J/A 71, p. 197.
Carpet Nosing. N/D 71, p. 301.
Carpet Cleaning Machine, N/D 71, p. 301.
Carpet Spot Remover Kit. M/A 71, p. 102.
Ceramic Floor Tile. M/A 71, p. 102.
Chemical De-Icer. N/D 71, p. 301.

NEW PRODUCTS (con't.)
City Lighting Booklet. M/J 71, p. 150.
Cleaning Acoustical Tile. M/J 71, p. 149.
Cleaning Tool. M/A 71, p. 102.
Commercial Carpeting. J/A 71, p. 196.
Communications System. N/D 71, p. 300.
Concrete Restorer. S/O 71, p. 245.
Condensing Unit. N/D 71, p. 303.
Detection Equipment. N/D 71, p. 300.
Drain Clearing Tool. J/A 71, p. 199.
Dry Chemical Fire Extinguisher. N/D 71, p. 301.
Electric Door Opener. N/D 71, p. 303.
Electronic Security System. S/O 71, p. 248.
Elevator Planning Guide. M/J 71, p. 150.
Emergency Elevator Light. J/A 71, p. 195.
Emergency Light. S/O 71, p. 247.
Emergency Light Fixtures. J/A 71, p. 196.
Evacuator Vacuum Cleaner. J/A 71, p. 196.
Exit Signs. J/A 71, p. 197.
Faucet Kit. J/A 71, p. 196.
Faucets. N/D 71, p. 300.
Fiberglass Spa. J/A 71, p. 195.
Fire Prevention Bulletin. M/A 71, p. 104.
Fire Retardant Paint. S/O 71, p. 245.
Fireproof Plaster. M/A 71, p. 103.
Floor Care Manual. N/D 71, p. 303.
Gas-Fired Boilers. N/D 71, p. 301.
Graffiti Remover. S/O 71, p. 245.
Grounds Sweeper. M/A 71, p. 102.
Incinerator Pollution Control. J/A 71, p. 199.
Infrared Heater. M/A 71, p. 104.
Insulating Foam. J/A 71, p. 199.
Laminated Acoustical Glass. S/O 71, p. 246.
Landscape Decorations. N/D 71, p. 304.
Lawn Tools. M/A 71, p. 104.
Lighting Booklets. S/O 71, p. 245.
Lighted Handrails. M/A 71, p. 104.
Line Marker. J/A 71, p. 199.
Louver Washer. J/A 71, p. 199.
Maintenance Brushes. J/A 71, p. 197.
Mall Amenities. N/D 71, p. 301.
Message Center. J/A 71, p. 195.
Mop Bucket. J/A 71, p. 196.
Mortgage Estimator. J/A 71, p. 197.
Movable Service Pole. M/J 71, p. 149.
Non-Chemical Insect Exterminator. M/J 71, p. 149.
Nylon Sealant. J/A 71, p. 195.
Painting Specifications Brochure. M/J 71, p. 149.
Partitions Catalog. J/A 71, p. 195.
Partitions System. J/A 71, p. 197.
Patio Deck. N/D 71, p. 300.
Plant Service Catalog. M/J 71, p. 149.
Plastic Laundry Tubs. M/A 71, p. 102.
Playground Sculpture. M/A 71, p. 103.

NEW PRODUCTS (con't.)
Portable Humidity Recorder. M/J 71, p. 149.
Portable Pressure Washers. S/O 71, p. 248.
Power Sweeper. J/A 71, p. 195.
Replacement Windows. J/A 71, p. 199.
Roof Repair Tape. J/A 71, p. 197.
Self-Service Gas Pump. N/D 71, p. 301.
Shag Carpet Care. M/A 71, p. 103.
Shower/Bath Controls. N/D 71, p. 301.
Shredder/Compactor. S/O 71, p. 245.
Sign Kits. M/J 71, p. 149.
Single-Control Faucet. M/J 71, p. 150.
Solar Screen Kit. J/A 71, p. 195.
Striping Powder. S/O 71, p. 246.
Swimming Pool Heater. M/J 71, p. 150.
Telephone Amplifier. N/D 71, p. 303.
Telephone Lock. N/D 71, p. 300.
Temperature Control. S/O 71, p. 248.
Textured Fabric Wallcoverings. S/O 71, p. 247.
Tile Installation Handbook. J/A 71, p. 199.
Trash Compactors. J/A 71, p. 199.
Traveling Sprinkler. S/O 71, p. 246.
Tree Wall Cover. J/A 71, p. 197.
Vinyl Floor Surface. S/O 71, p. 245.
Vinyl Repair Kit. M/A 71, p. 104.
Wash Center. M/A 71, p. 103.
Washer/Dryer Base. S/O 71, p. 248.
Waste Compactor. J/A 71, p. 196.
Waste Disintegrator. M/A 71, p. 102.
Water Heater Guide. J/A 71, p. 197.
Wiring Guide. J/A 71, p. 197.

OFFICE BUILDINGS
Coordinating Leasing and Management. EICHBERG. J/A 71, p. 188-189.
Management Up Front Where the Planning Is. GLASSMAN. N/D 71, p. 261-267.
More than Managing the Office Building. DIEMER. S/O 71, p. 214-220.

ON-SITE MANAGEMENT
Management Training Programs for the Hard-Core Unemployed. LANNING. S/O 71, p. 211-213.

OPERATING COSTS
Budgets: Test of Management Competence. HANFORD, SR. S/O 71, p. 239-241.

PERSONNEL
Executive Talent Requisite for Property Management. S/O 71, p. 242-243.
Management Priorities for Low-Income Housing. HAAS. S/O 71, p. 206-210.
Management Training Programs for the Hard-Core Unemployed. LANNING. S/O 71, p. 211-213.

PERSONNEL (con't.)
More than Managing the Office Building. DIEMER. S/O 71, p. 214-220.
Two Views of the Federal Wage & Hour Law: How the Government Interprets the Act, ROBERTSON. Putting the Act into Perspective. LAWRY. M/A 71, p. 92-96. Correction, M/J 71, p. 107.

PROPERTY DESCRIPTION
Management Guidelines for Real Estate in Trust. THORNE. Part II, N/D 71, p. 283-284.

PROPERTY MANAGEMENT
Budgets: Test of Management Competence: HANFORD SR. S/O 71, p. 239-241.
Cost Accounting the Management Fee. HANFORD, SR. M/J 71, p. 145-146.
Elements of Management Planning. MOYER. M/J 71, p. 140-142.
Executive Talent Requisite for Property Management. BUDWIG. S/O 71, p. 242-243.
Coordinating Leasing and Management. EICHBERG. J/A 71, p. 188-189.
Management Guidelines for Real Estate in Trust. THORNE. Part I, S/O 71, p. 226-231. Part II, N/D 71, p. 281-286
Management Priorities for Low-Income Housing. HAAS. S/O 71, p. 206-210.
The Management Shortage (The President's Letter). WALTERS. N/D 71, p. 253.
Management Up Front Where the Planning Is. GLASSMAN. N/D 71, p. 261-267.
A Manager's Investment Strategy for the '70s. WALTERS. S/O 71, p. 235-238.
Managing for FHA. SMITH. J/A 71, p. 166-168.
Opportunities in Condominium Management. EVERETT. J/F 71, p. 41-44.
Professional Management: A Sound Investment. McDONOUGH. N/D 71, p. 254-260.

REAL ESTATE COUNSELING
Counseling and the Property Manager. BEAUMONT. M/J 71, p. 127-128.

REAL ESTATE IN TRUST
Management Guidelines for Real Estate in Trust. THORNE. Part I, S/O 71, p. 226-231. Part II, N/D 71, p. 281-286.

RECREATION PROPERTIES
Profits on the Green. ROBINSON. J/A 71, p. 176-179.

REMODELLING
Prospecting for Profitability with Building Remodelling. PATRICK. M/J 71, p. 138-139.

RENT CONTROL
Trends in Tenant Movements. BROWN. J/A 71, p. 169-170.

RENT STRIKES
Tenant Movements: Retrospective and Perspective. HANFORD, JR. M/A 71, p. 69-75.
Trends in Tenant Movements. BROWN. J/A 71, p. 169-170.

RESIDENT MANAGERS
Management Training Programs for the Hard-Core Unemployed. LANNING. S/O 71, 211-213.

SALES
Management Guidelines for Real Estate in Trust. THORNE. Part II, N/D 71, p. 285-286.

SHOPPING CENTERS
Making New Approaches Work for Inner City Shopping Center. KOLTZ. M/A 71, p. 60-68.
Modernizing a Neighborhood Shopping Center. NYE. M/J 71, p. 122-126.
Snow Removal Tactics for Shopping Centers. DOLAN. S/O 71, p. 232-234.

SIGNS
Setting the Graphic Image. ROSENTHAL. J/F 71, p. 15-19.

SNOW REMOVAL
Snow Removal Tactics for Shopping Centers. DOLAN. S/O 71, p. 232-234.

STUDENT HOUSING
Students: Yes or No? STOVALL. J/A 71, p. 163-165.

SUBSIDIZED HOUSING
Management Priorities for Low-Income Housing. HAAS. S/O 71, p. 206-210.

TENANT MOVEMENTS
Tenant Movements: Retrospective and Perspective. HANFORD, JR. M/A 71, p. 69-75.
Trends in Tenant Movements. BROWN. J/A 71, p. 169-170.
Understanding the Tenant. GLASSMAN. J/A 71, p. 171-173.

TENANT RELATIONS—See *Landlord-Tenant Relations*

TENANT SELECTION
Rating Your Residents. IDLER. M/J 71, p. 134-137.

TENANT UNIONS
Trends in Tenant Movements. BROWN. J/A 71, p. 169-170.
Tenant Movements: Retrospective and Perspective. HANFORD, JR. M/A 71, p. 69-75.

TITLES
Beating Vacancies to the Draw. METZNER. M/J 71, p. 117-121.
The Care and Management of Co-ops. YOUNG. S/O 71, p. 221-225.
City Planning: Job for the Realtor. VAN CLEEF. M/J 71, p. 143-144.
Computerizing the Management Office HAHN. N/D 71, p. 292-296.
Condominiums Aren't for Amateurs. CAMPBELL. N/D 71, p. 297-298.
Converting a Small Apartment Building to a Condominium: The Legal Steps. MILLER. Value Before and After. BRUCKNER. A Sample Nine-Apartment Changeover. EPSTEIN. Opportunities in Condominium Management. EVERETT. J/F 71, p. 29-44.
Coordinating Leasing and Management. EICHBERG. J/A 71, p. 188-189.
Counseling and the Property Manager. BEAUMONT. M/J 71, p. 127-128.
Don't Forget the Advertising Specifications. NADER. J/F 71, p. 20-24.
Editorials. HANFORD, SR. The Futurama Game. J/F 71, p. 54-55. Rules of Thumb. M/A 71, p. 100. Cost Accounting the Management Fee. M/J 71, p. 145-146. Profile of a Manager. J/A 71, p. 192-193. Budgets: Test of Management Competence. S/O 71, p. 239-241. The Wage-Price Freeze. N/D 71, p. 287.
Elements of Management Planning. MOYER. M/J 71, p. 140-142.
Empty-Nester Market Aids Mobile Home Acceptance. NIXON. N/D 71, p. 268-272.
Executive Talent Requisite for Property Management. BUDWIG. S/O 71, p. 242-243.
The In-House Automated Management System. JOSEPH. J/A 71, p. 180-187.
Investment Potential in Mobile Homes. TOOKER. M/J 71, p. 108-116.
Making New Approaches Work for Inner City Shopping Center. KOLTZ. M/A 71, p. 60-68.
Making the Computer Work for You. HUGHES. M/A 71, p. 81-91.
Management Guidelines for Real Estate in Trust. THORNE. Part I, S/O 71, p. 226-231. Part II, N/D 71, p. 281-286.

TITLES (con't.)
Management Priorities for Low-Income Housing. HAAS S/O 71, p. 206-210.
Management '71: Problem Predictions. IREM CHAPTER PRESIDENTS. J/F 71, p. 47-53.
Management Training Programs for the Hard-Core Unemployed. LANNING. S/O 71, p. 211-213.
Management Up Front Where the Planning Is. GLASSMAN. N/D 71, p. 261-267.
A Manager's Investment Strategy for the '70s. WALTERS. S/O 71, p. 235-238.
Managing for FHA. SMITH. J/A 71, p. 166-168.
Marketing Industrial Parks. WOLFF. M/J 71, p. 129-133.
The Meaning of Vacancy. MOORE. J/A 71, p. 190-191.
Modernizing a Neighborhood Shopping Center. NYE. M/J 71, p. 122-126.
More than Managing the Office Building. DIEMER. S/O 71, p. 214-220.
New Trends in Medical Facilities. BRAUER and WAGNER. M/A 71, p. 76-80.
The Occupancy Gap. FARRELL. J/A 71, p. 174-175.
The President's Letter. WALTERS. IREM/The Voice of Real Estate Management. J/A 71, p. 157. Change Is the Name of the Game. S/O 71, p. 205. The Management Shortage. N/D 71, p. 253.
Professional Management: A Sound Investment. McDONOUGH. N/D 71, p. 254-260.
Profits on the Green. ROBINSON. J/A 71, p. 176-179.
Prospecting for Profitability with Building Remodelling. PATRICK. M/J 71, p. 138-139.
Public Relations: A Vital Force in Shaping Your Market. URY. J/F 71, p. 4-14.
Rating Your Residents. IDLER. M/J 71, p. 134-137.
Setting the Graphic Image. ROSENTHAL. J/F 71, p. 15-19.
The Shopping Center as Condominium. MARCH. J/A 71, p. 158-162.
Snow Removal Tactics for Shopping Centers. DOLAN. S/O 71, p. 232-234.

TITLES (con't.)
Stopping the Static in Your Apartments. ROCKWOOD. N/D 71, p. 288-291.
Students: Yes or No? STOVALL. J/A 71, p. 163-165.
Tenant Movements: Retrospective and Perspective. HANFORD, JR. M/A 71, p. 69-75.
Trends in Tenant Movements. BROWN. J/A 71, p. 169-170.
Two Views of the Federal Wage and Hour Law: How the Government Interprets the Act. ROBERTSON. Putting the Act into Perspective. LAWRY. M/A 71, p. 92-99. Correction, M/J 71, p. 107.
Understanding the Tenant. GLASSMAN. J/A 71, p. 171-173.
Winning Prospects with Dramatic Model Interiors. WOZNIAK. J/F 71, p. 25-28.

TRAINING PROGRAMS
Management Training Programs for the Hard-Core Unemployed. LANNING. S/O 71, p. 211-213.

URBAN LAND COMPLEX
Management Up Front Where the Planning Is. GLASSMAN. N/D 71, p. 261-267.

WAGE AND HOUR LAW
Two Views of the Federal Wage and Hour Law: How the Government Interprets the Act. ROBERTSON. Putting the Act into Perspective. LAWRY. M/A 71, p. 92-96. Correction, M/J 71, p. 107.

VACANCIES
Beating Vacancies to the Draw. METZNER. M/J 71, p. 117-121.
The Meaning of Vacancy. MOORE. J/A 71, p. 190-191.
The Occupancy Gap. FARRELL. J/A 71, p. 174-175.

ZONING
Empty-Nester Market Aids Mobile Home Acceptance. NIXON. N/D 71, p. 268-273.
Management Up Front Where the Planning Is. GLASSMAN. N/D 71, p. 261-267.